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ABSTRACT

In 1994, the Wisconsin Department of Public Instruction repeated its 1988 survey of public school library media programs. Included in this report are statistics considered most significant, and those most often requested. The 147-item survey included questions about staffing, services, operation, automation, and facilities related to the library media program. The survey's return rate was 91%, with 386 of the 427 Wisconsin school districts responding. To ensure accuracy, survey question data was entered by the respondents directly onto computer diskettes, from which it was merged into a database, with no manual data entry. Wisconsin schools with library media centers (LMCs) increased from 95% to 98%, exceeding the national average. The number of schools with full-time certified library media staff went up in all but high schools; high schools with library media staffing dropped five points, to 73%. Library media programs have expanded their services, despite a heavier student load. A large majority of library media specialists (85%) help teachers develop teaching and learning activities, up from 67% in 1988. Schools that provide interlibrary loan rose to 82% from 63% in 1988. CD-ROM availability rose to 76% and videodisc availability rose to 40% of all LMCs, both up from only 1% in 1988. LMCs in 35% of Wisconsin schools provide online database searching for teachers, and 32% provide the service to students, compared to only 6% of LMCs who had online database access in 1988. Job expectations of library media specialists have also expanded dramatically with new technologies; 62% of library media programs are responsible for coordinating instructional computing, compared to 53% in 1988. Automated library catalogs now exist in two-thirds of LMCs, up from only 2% in 1988. More than half of all LMCs have some type of "hypertext" software for students to use, 42% have at least one multimedia station, 19% provide access to a still video camera, and 30% have a computer graphics/motion program, all of which were unavailable in 1988. A copy of the survey is provided. (Author/SWC)

ED 398 936

A BRIEF REPORT OF STATISTICS

1994 Survey of School Library Media Programs in Wisconsin

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1994 Survey of School Library Media Programs in Wisconsin

A Brief Report of Statistics

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Introduction

In 1994, the Department of Public Instruction repeated the 1988 survey of public school library media programs. Included in this brief report are the statistics felt to be most significant and those most often requested.

The 147-item survey asked about staffing, services, operation, automation, and facilities related to the library media program. A copy of the survey instrument is included at the end of this report. Some of the data was requested in a form identical to the 1988 survey and some questions paralleled the library media section of the "Schools and Staffing Survey" done by the United States Education Department's Center for Education Statistics in 1994.

The return rate for the survey was good, with 386 of the 427 (91 percent) Wisconsin school districts responding. Accuracy was assured by having the library media specialists responsible for the programs enter the data directly onto diskettes, from which it was merged into the database with no manual data entry.

The complete database is currently maintained on the DPI Local Area Network, and can be made available to persons needing the data for research. Persons who would like access to this data, or who would like an analysis of some portion of it, should contact Richard Sorensen at the Department of Public Instruction, P.O. Box 7841, Madison, WI 53707-7841 (telephone: (608) 266-1924; e-mail: sorenrj@mail.state.wi.us). Copies of the survey program diskette and instructions are also available on request.

Highlights

The 1994 survey revealed improvements in significant areas. Wisconsin schools* with library media centers (LMCs) increased overall from 95 to 98 percent, exceeding the national total by 2.5 percentage points (NCES, 1990-91 survey). The greatest improvement took place at the elementary level, with LMCs in 1,018, or 97 percent, of the elementary schools that responded, up from 92 percent in 1988. Nationally, 96.9 percent of public elementary schools have LMCs.

The staffing of library media programs shows a mixed condition. The number of schools with full-time certified library media staff went up in all but high schools. Thirty-six percent of the elementary schools now have library media specialists full time in their LMCs, a 6 percent increase over 1988. Middle/junior high school LMCs with full-time certified staff went up four points, to 74 percent, and LMCs that serve all grades in one building and have full-time certified staff went up 5 percent, to 79 percent. However, the number of high schools with full-time certified library media staff dropped five points, to 73 percent. In addition, staff additions in all schools did not keep pace with enrollment growth. The staff-to-student ratios worsened, with 47 percent of our schools falling into the "more than 600 students to one certified library media staff person" categories, compared to 40 percent in 1988.

Despite the heavier student load, library media programs have expanded their services. The survey shows that library media specialists are more involved in direct support of teaching and learning. Today 85 percent of the library media specialists say they help teachers develop teaching and learning activities routinely or occasionally, up from 67 percent in 1988. Schools that provide interlibrary loan for students rose from 63 percent to 82 percent. Traditional services held steady on average. For example, the number of library media specialists reporting that they "offer reading, listening, and viewing guidance" either occasionally or routinely rose two points, to 98 percent, and those "helping students locate information and resources" dropped from 98 percent to 97 percent.

More noticeable changes took place in the range of resources students can find in their LMCs. CD-ROMs, for example, are now available in 76 percent of all LMCs, and videodiscs in 40 percent, both up from only 1 percent in 1988. LMCs in 35 percent of our schools provide online database searching for teachers, and 32 percent do this for students. In 1988 only 6 percent of the LMCs could access online databases.

The job expectations of library media specialists have also expanded dramatically. Sixty-two percent of today's school library media programs are responsible for coordinating instructional computing, compared to 53 percent in 1988. Two-thirds of the library media specialists have automated the library catalog, compared to 2 percent in 1988. In some areas, the nature of the service shifted. For example, the number of schools providing "coordination of in-house production of instructional materials" actually fell, from 55 percent to 54 percent. However, more than half of the LMCs have added some type of "hypertext" software for student use, 42 percent have at least one multimedia station, 19 percent provide access to a still video camera, and 30 percent have a computer graphics/motion program such as "QuickTime" or "Microsoft Video." These media were unavailable in 1988.

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* "Schools" as used in this report always mean public schools. This survey gathered no data on private schools.

Library Media Centers and Staffing

The number of schools with LMCs increased overall from 95 to 98 percent, exceeding the national total by 2.5 percentage points (NCES, 1990-91 survey). The greatest improvement took place at the elementary level, with LMCs in 1,018, or 97 percent, of the elementary schools that responded, up from 92 percent in 1988. Nationally, 96.9 percent of public elementary schools have LMCs.

Figure 1

Schools with a Central LMC, 1988-94

	1988		*1994*	
All schools	1,677	(95%)	**1,629**	**(98%)**
High schools	385	(100%)	**339**	**(100%)**
Middle/junior high schools	246	(97%)	**241**	**(100%)**
Elementary schools	1,024	(92%)	**1,018**	**(97%)**
K-12 (in one building)	22	(100%)	**31***	**(97%)**

* Note: The only K-12 school with no LMC is on Washington Island, where, as an exception to administrative rules, the adjacent public library provides school library services for students and teachers.

There was a slight improvement overall in student access to professional library media staff. Figure 2 shows that full-time certified library media staff went up in all but high schools. Thirty-six percent of elementary schools now have library media specialists full time in their LMCs, a 6 percent increase over 1988. Middle/junior high school LMCs with full-time certified staff went up four points, to 74 percent, and LMCs that serve all grades in one building went up five points, to 79 percent. However, the number of high schools with full-time certified library media staff dropped five points, to 73 percent.

Figure 2

Changes in Professional Staffing of Library Media Programs, 1988-94

	Full Time		*Part Time*		*No Professional*	
	1988	**1994**	**1988**	**1994**	**1988**	**1994**
All schools	841 (47%)	**836 (50%)**	694 (39%)	**709 (43%)**	260 (14%)	**123 (7%)**
High schools	306 (78%)	**246 (73%)**	84 (22%)	**93 (27%)**	0 (0%)	**0 (0%)**
Middle/junior high schools	178 (70%)	**179 (74%)**	55 (22%)	**60 (25%)**	20 (8%)	**2 (1%)**
Elementary schools	340 (30%)	**385 (36%)**	549 (49%)	**553 (52%)**	240 (21%)	**117 (12%)**
K-12 (in one building)	17 (74%)	**26 (79%)**	6 (26%)	**5 (15%)**	0 (0%)	**2 (10%)**

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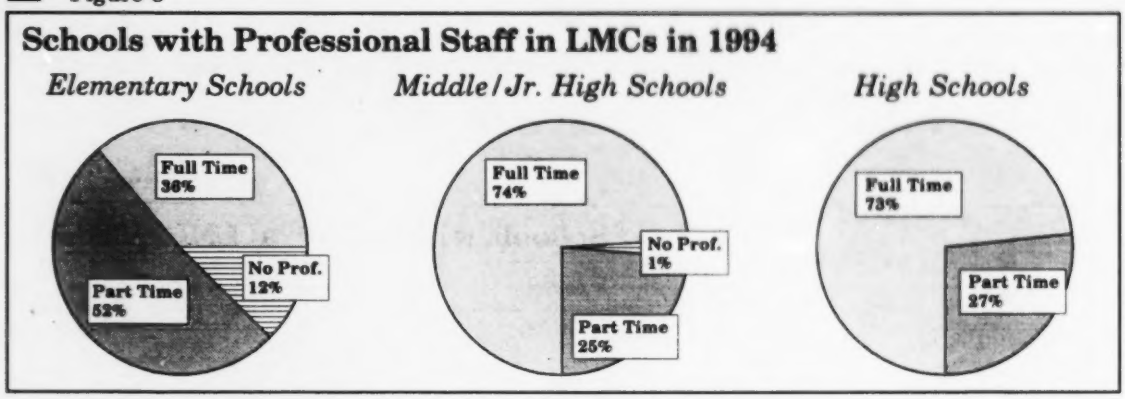
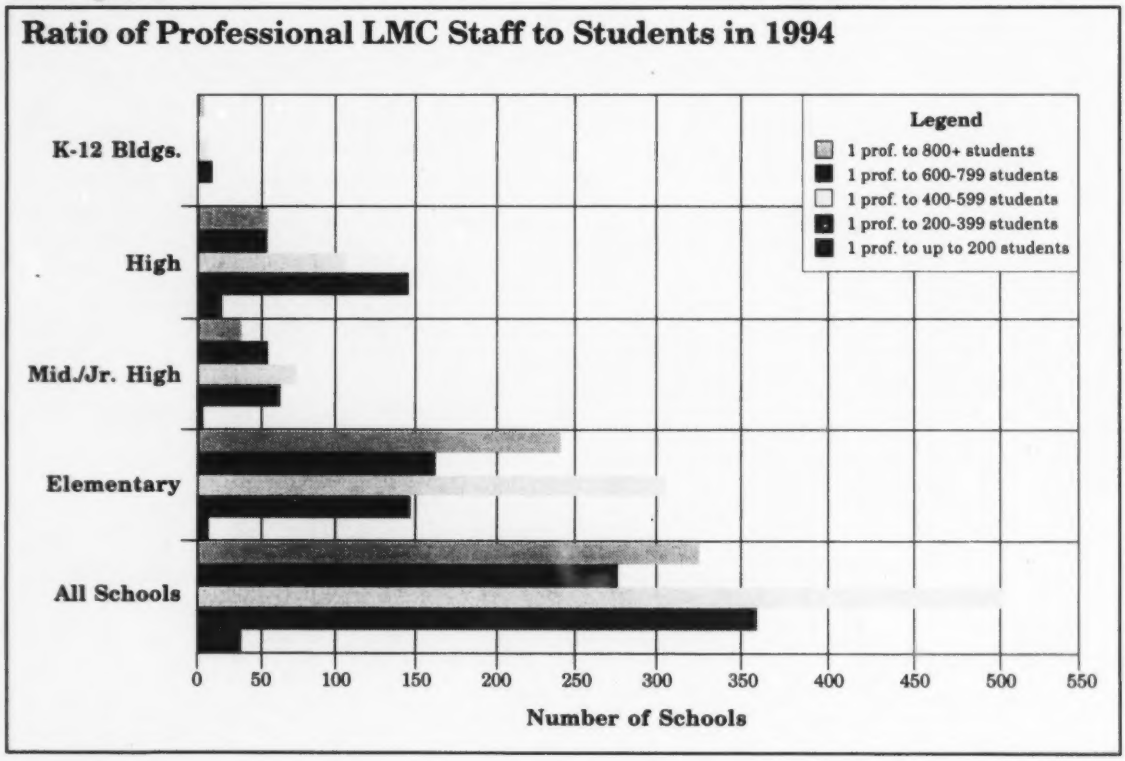
Figure 3



Another way to check access to staff is to look at the number of students served by each professional LMC staff person. Figure 4 shows that schools are spread over five staff-to-student ratio categories, with the largest number of schools providing one library media professional to between 400 and 599 students. It should be noted that *professional library media staff* includes audiovisual specialists as well as library media specialists. Professional staff additions in library media programs did not keep pace with enrollment growth. The staff-to-student ratios worsened between 1988 and 1994, with 47 percent of our schools falling into the "more than 600 students to one certified library media staff person" categories, compared to 40 percent in 1988.

Figure 4



Still another way to check access to staff is to examine how many students are served by every LMC staff person, whether professional or support staff. If we combine both professional (licensed) and support staff, the **total** staff-to-student ratio improves, as shown below. Clearly, most of our schools fall somewhere between one adult staff person to 100 students (1:100) and one adult staff person to 500 students (1:500).

Figure 5 ■

	Total LMC Staff-to-Student Ratio			
One library media staff person for every:	*Elementary schools*	*Middle/junior high schools*	*High schools*	*K-12 schools**
100 or fewer students	7	5	2	0
101-200 students	179	17	49	2
201-300 students	306	84	112	12
301-400 students	261	73	86	10
401-500 students	139	37	43	6
501-600 students	51	16	15	1
601-700 students	21	3	10	0
701-800 students	22	3	9	0
801-900 students	6	0	3	0
901-1,000 students	11	1	2	0
1,001-1,500 students	16	0	5	0
1,501-2,000 students	3	1	1	0
2,001 or more students	10	1	1	0
No certified or support staff in the LMC	20	0	0	2

* Note: K-12 schools are those where all grades are housed in a single building.

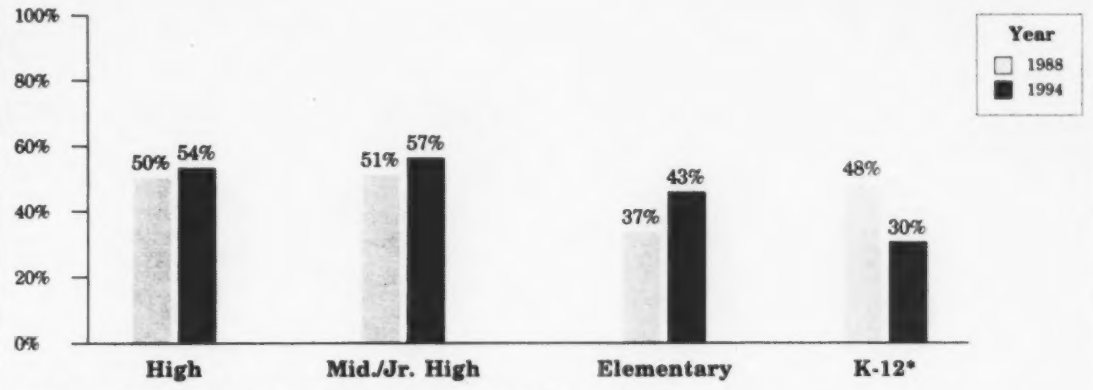
Library Media Program Services

Wisconsin's school library media programs provide a high level of service in a wider range of areas than was true in 1988. The survey asked whether the library media program provided the following services routinely, occasionally, or not at all. The charts in this section show the percent of **schools** in which the library media program provides the service **routinely**.

The library media program routinely integrates information literacy skills. The 1988 and 1994 surveys asked if the library media program provided a sequential program of information literacy skills instruction and if this program is coordinated with the classroom curriculum. Nearly all respondents said that there is a sequential skills instruction program. Figure 6 shows that integrating that skills program into classroom curriculum improved slightly over the years.

Figure 6

The Library Media Program Routinely Integrates Information Literacy Skills

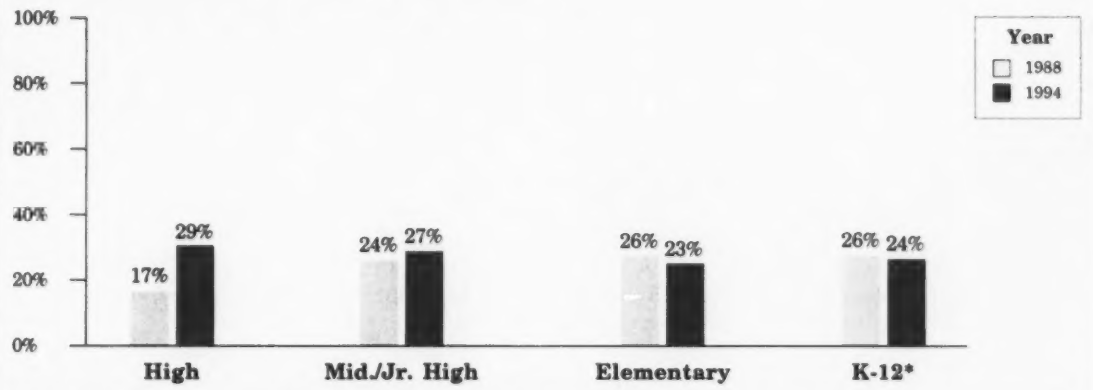


*Note: K-12 schools are those where all grades are housed in a single building.

The library media program routinely helps teachers develop teaching and learning activities. Respondents who checked "routinely" for this question indicated that their library media program is quite strongly involved in the instructional program in their school. Over all, only about 25 percent of the schools have reached this high level.

Figure 7

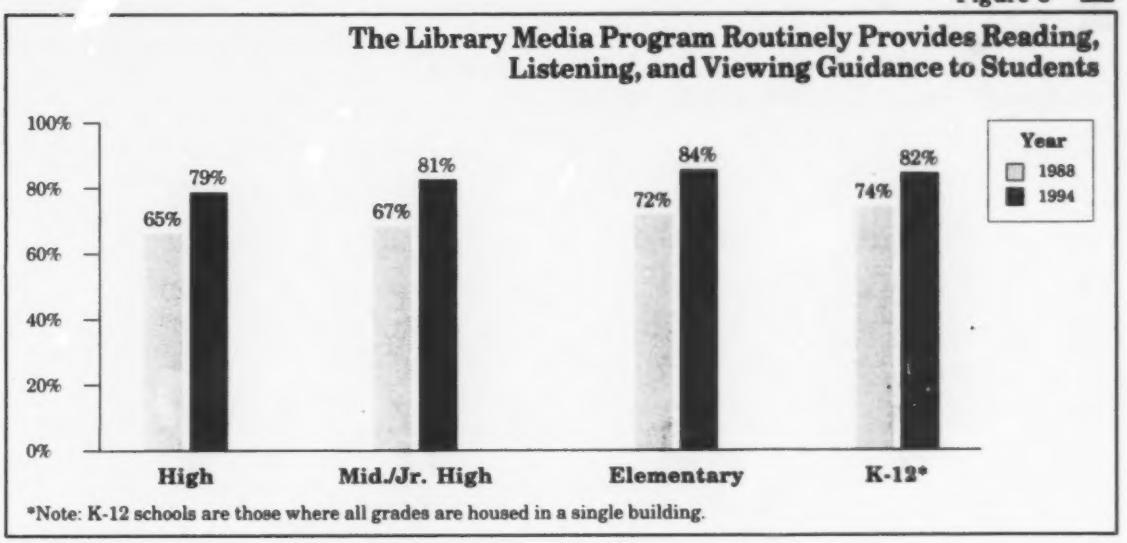
The Library Media Program Routinely Helps Teachers Develop Teaching and Learning Activities



*Note: K-12 schools are those where all grades are housed in a single building.

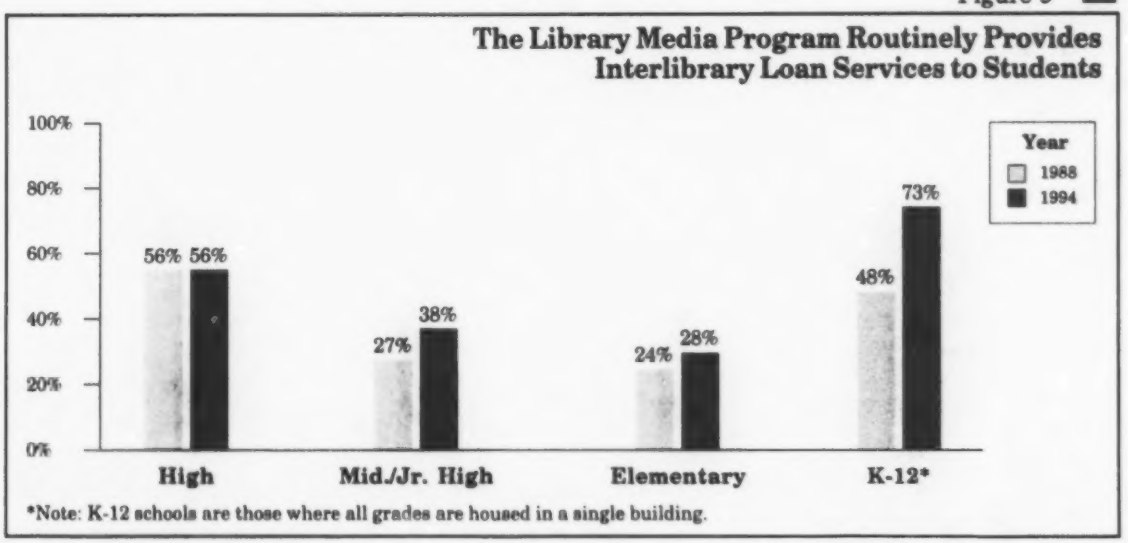
The library media program routinely provides reading, listening, and viewing guidance to students. Over all, the number of library media specialists reporting that they "offer reading, listening, and viewing guidance" either occasionally or routinely rose two points, to 98 percent. Figure 8 shows that the percent of schools offering this basic service *routinely* rose even more between the two surveys.

Figure 8



The library media program routinely provides interlibrary loan services to students. The survey asked if the library media program "provides information and materials from other libraries for students." One might expect the greatest demand for interlibrary loan at the high-school level, so it is not surprising to see the highest percentages answering "routinely" at that level. As "finding tools" continue to improve, interlibrary loan activity should increase at all levels.

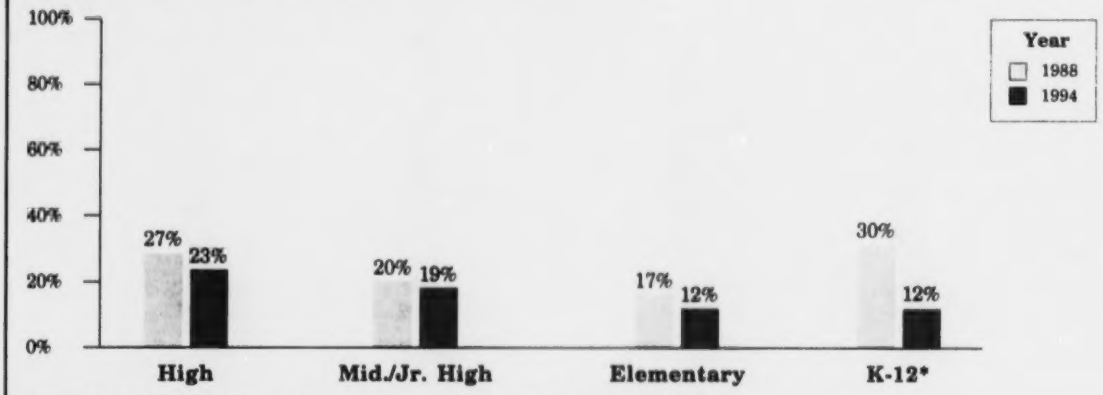
Figure 9



The library media program routinely coordinates in-house production of instructional materials. Just over half of the library media specialists reported that they are responsible for the traditional production of instructional materials either occasionally or routinely. Figure 10 shows that the number of library media programs coordinating production *routinely* is low and falling. Perhaps access by individual teachers to computer graphics programs is replacing the more traditional "AV production" in Wisconsin schools.

Figure 10

The Library Media Program Routinely Coordinates In-House Production of Instructional Materials

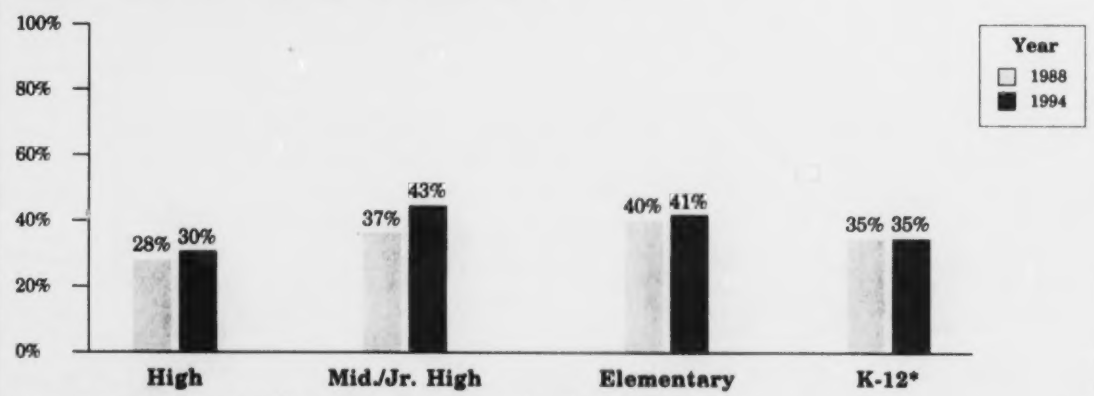


*Note: K-12 schools are those where all grades are housed in a single building.

The library media program routinely coordinates instructional computing for the school. In contrast to traditional production of instructional materials, 62 percent of the school library media programs reported that the library media program is responsible (either occasionally or routinely) for coordinating instructional computing, compared to 53 percent in 1988. Figure 11 shows that over a third of the library media programs offer this service *routinely*.

Figure 11

The Library Media Program Routinely Coordinates Instructional Computing for the School



*Note: K-12 schools are those where all grades are housed in a single building.

Some new areas of service not covered in the 1988 survey were charted in 1994. The following tables show the **number of schools** in which the library media program provided these services, and the extent to which they provided them.

Figure 12

The Library Media Program Helps to Integrate Computer Technology into Teaching and Learning						
1994	*Routinely*		*Occasionally*		*Not at all*	
High schools	147	44%	122	36%	69	20%
Middle/junior high schools	121	50%	76	32%	44	18%
Elementary schools	443	42%	352	34%	257	24%
K-12 (in one building)	10	30%	16	49%	7	21%

Figure 13

The Library Media Program Provides Technical Hands-On Support for Computer Technology in the School						
1994	*Routinely*		*Occasionally*		*Not at all*	
High schools	132	39%	104	31%	102	30%
Middle/junior high schools	124	51%	70	29%	47	20%
Elementary schools	470	45%	310	29%	278	26%
K-12 (in one building)	9	27%	15	44%	10	29%

Figure 14

The Library Media Program Helps Integrate Television Programming into Teaching and Learning						
1994	*Routinely*		*Occasionally*		*Not at all*	
High schools	173	51%	112	33%	52	16%
Middle/junior high schools	114	49%	83	34%	40	17%
Elementary schools	412	39%	324	31%	312	30%
K-12 (in one building)	18	55%	8	24%	7	21%

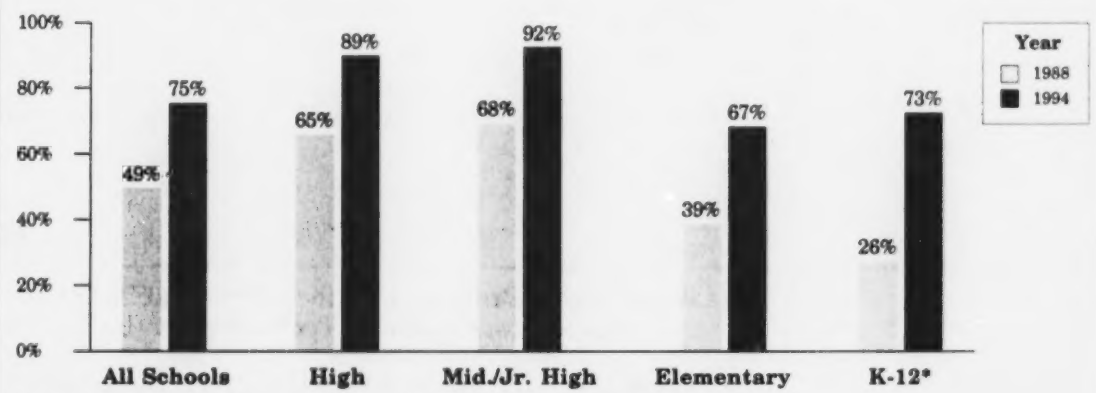
Technology in the Library Media Program

The most noticeable difference between library media programs of 1988 and those of today is the proliferation of electronic resources and the automation of library procedures.

School LMCs with a telephone. School library media programs have traditionally lagged behind their public and academic library counterparts in their access to the most basic level of telecommunications technology—the telephone. Figure 15 shows that gap has been narrowed.

Figure 15

School LMCs with a Telephone

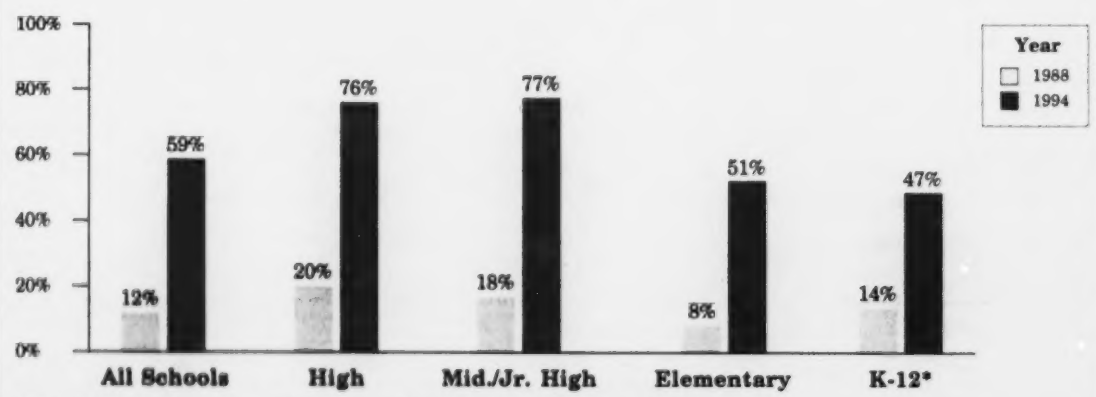


*Note: K-12 schools are those where all grades are housed in a single building.

School LMCs with an automated circulation system. Perhaps the most dramatic change is the percentage of schools that have automated LMC operations. Automated circulation systems showed tremendous growth surpassing just slightly the growth in online public access catalogs.

Figure 16

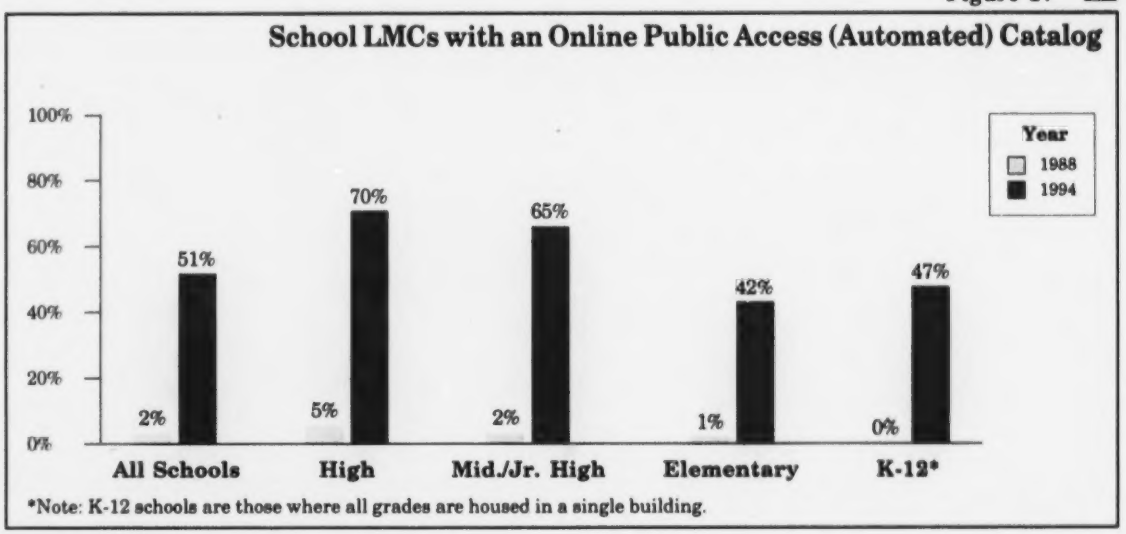
School LMCs with an Automated Circulation System



*Note: K-12 schools are those where all grades are housed in a single building.

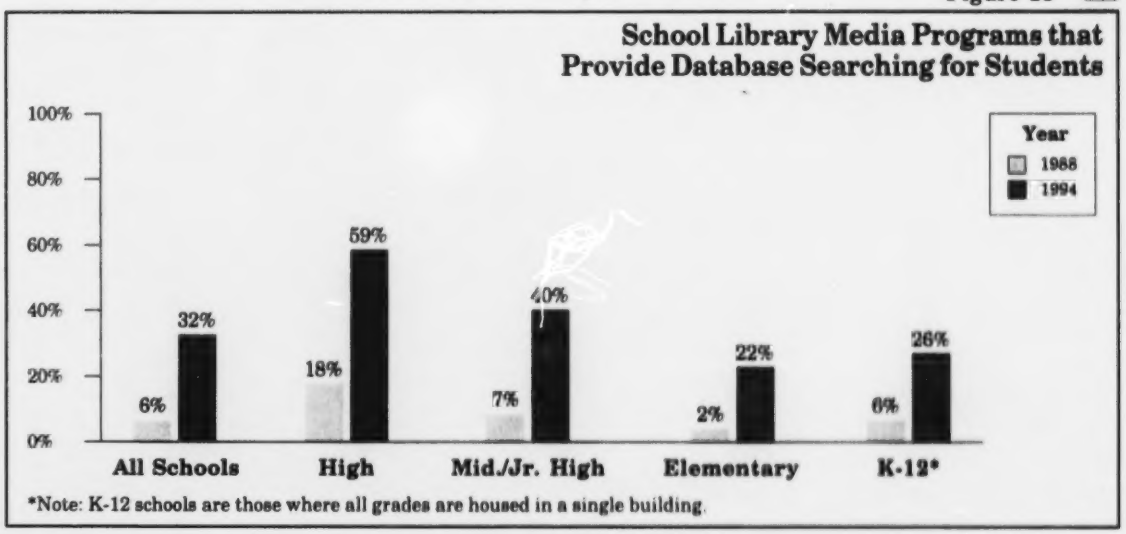
School LMCs with an online public access (automated) catalog. Figure 17 shows the dramatic growth in online public access catalogs in school LMCs. The great majority of these are microcomputer-based systems, with only a few opting for a larger scale system.

Figure 17



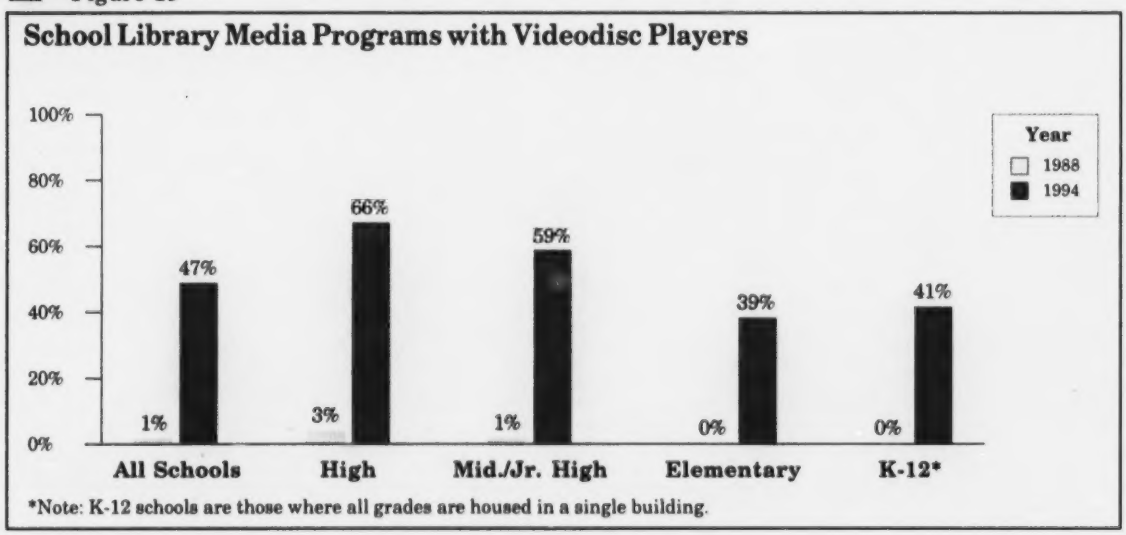
School library media programs that provide database searching for students. Figure 18 shows the response to the question, "Do students in this school have access to online databases?" This includes bibliographies and informational data services such as Dialog, BRS, Prodigy, and NEA Online.

Figure 18



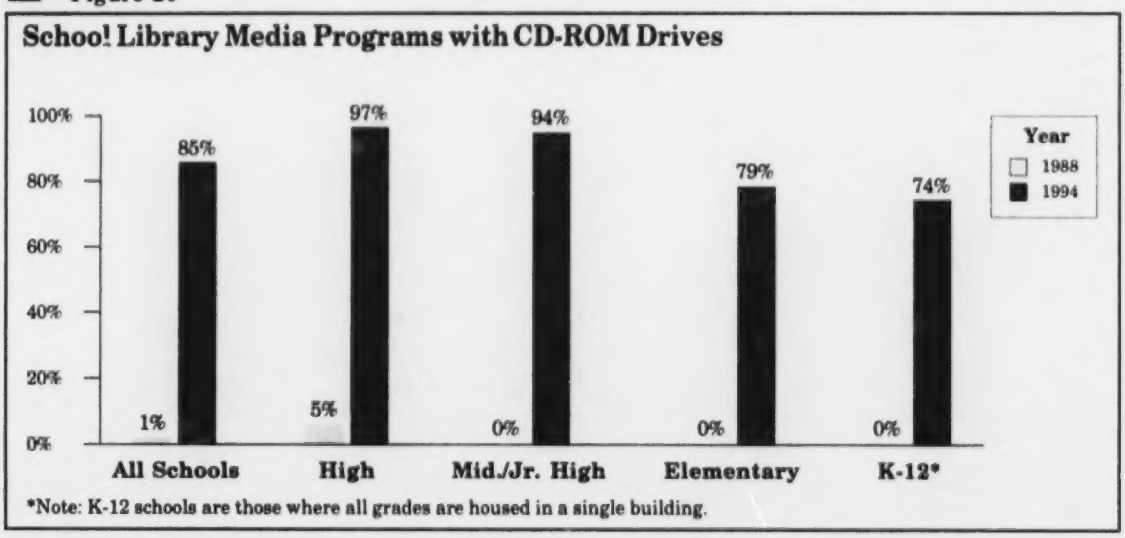
School library media programs with videodisc players. Figure 19 shows that a medium that was relatively new in 1988 has become commonplace, at least at the secondary level. The advent of computer-videodisc interfaces has given added usefulness and popularity to a medium that has great educational potential.

Figure 19



School library media programs with CD-ROM drives. No other medium has seen the sudden rise in popularity of the CD-ROM. Figure 20 shows the growth of library use of CDs from nearly zero in 1988 to almost 100 percent at the secondary level.

Figure 20



The Leadership Role of School Library Media Programs

Research has told us what helps young people learn and what inhibits learning. What are Wisconsin's school library media programs doing to help colleagues adopt promising educational practices? The following tables indicate how many library media programs provide certain leadership activities, and the extent to which they are involved.

Figure 21

The School Library Media Program Provides Leadership in Implementing Educational Reform						
1994	*Routinely*		*Occasionally*		*Not at all*	
High schools	90	27%	157	46%	91	27%
Middle/junior high schools	76	32%	100	41%	65	27%
Elementary schools	297	28%	453	43%	302	29%
K-12 (in one building)	11	33%	14	43%	8	24%

Figure 22

The School Library Media Program Collaborates in the Delivery of Classroom Instruction						
1994	*Routinely*		*Occasionally*		*Not at all*	
High schools	56	17%	190	56%	92	27%
Middle/junior high schools	54	22%	127	53%	60	25%
Elementary schools	194	19%	385	36%	479	45%
K-12 (in one building)	5	15%	15	44%	14	41%

Figure 23

The School Library Media Program Helps Teachers Learn to Use Computers and Other Technology						
1994	*Routinely*		*Occasionally*		*Not at all*	
High schools	156	46%	147	43%	35	11%
Middle/junior high schools	143	59%	73	30%	255	11%
Elementary schools	508	48%	374	36%	170	16%
K-12 (in one building)	12	36%	17	52%	4	12%

Figure 24

The School Library Media Program Supports the Reading Program Through Various Activities

1994	*Routinely*		*Occasionally*		*Not at all*	
High schools	70	21%	156	46%	112	33%
Middle/junior high schools	119	49%	96	40%	26	11%
Elementary schools	862	82%	146	14%	44	4%
K-12 (in one building)	26	79%	4	12%	3	9%

Wisconsin Department of Public Instruction
School Library Media Program Survey

General Information — Section 1 of 7

Dist. No.: _____ District Name: _____

Sch. No.: _____ School 1 Name: _____

School 1 Address: _____

City: _____, WI Zip: _____-_____

*School 2: _____

*School 3: _____

1. Name of Person Completing Survey: _____
2. Telephone Area/Number: (_____) _____-_____
3. Is there a library media center (LMC) in this school building? (0 = Not answered, 1 = Yes, 2 = No) . [___]

   Note: Complete the survey even if you answered No. Services will be weaker, and you may have to answer zero to questions not applicable.

   Grades served by this LMC ..... from [___] to [___]
   Enrollment served by this LMC ..... [_____]
   Number of teachers served by this LMC ..... [_____]

4. Do classroom teachers have specific time set aside to plan as a team with other teachers in their same unit, house, grade level, or department? (0 = Not answered, 1 = Yes, 2 = No) ..... [___]
5. If number 4 is yes, does the school schedule generally permit the library media specialist to meet with the teacher planning team? (0 = Not answered, 1 = Yes, 2 = No) ..... [___]

Staff — Section 2 of 7

Fill in the appropriate numbers of certified (1) and support staff (2) in full-time equivalent (FTE). See the printout of staff enclosed.

1. FTE library media program certified staff ..... [__.__] FTE
2. FTE library media program support staff ..... [__.__] FTE
3. Who has primary responsibility for the on-site, day-to-day provision of library media services to this building? (Select 1 to 6) ..... [___]

   1 = Librarian (Position Code 86) 4 = Library Media Specialist (87) 2 = AV/Technology Specialist (88)
   5 = District Library Media Sup (91) 3 = Classroom Teacher (53) 6 = Library Media Aide (97)

4. Adult Volunteers
   a. Average weekly number of adult volunteers in this LMC ..... [___]
   b. Total hours of service contributed per week by all the adult volunteers in this LMC ..... [___]
5. Student Volunteers
   a. Average weekly number of student volunteers in this LMC ..... [___]
   b. Total hours of service contributed per week by all the student volunteers in this LMC ..... [___]

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* Sometimes a single library media center (LMC) serves a combination of an elementary and middle school (K-8), or a middle and high school (6-12), or all three (K-12), in a single building. If this is the case in this school building, write in the names of the additional "schools" on these lines. Do NOT complete a separate survey for the additional school(s). **The goal is to have one survey for each LMC** rather than each school.

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Using the codes listed, indicate the extent to which the services are provided in this school building and who provides the services all or most of the time. Answer all questions even if this building has no LMC. Use only one answer per blank.

Answer Codes:

Extent Provided:

0 = Question not answered
1 = Not done or provided
2 = Occasionally done or provided
3 = Routinely done or provided

Provided by Whom:

0 = Question not answered
1 = Not done
2 = Building-level certified library media staff
3 = Paid library media support staff
4 = Volunteers
5 = District-level library media staff
6 = Classroom teacher

In this school, the library media program:	Extent Provided	Provided by Whom
1. Provides a sequential program of information literacy (library media) skills instruction		
2. Coordinates (integrates) library media skills instruction with classroom instruction		
3. Takes part in curricular planning at either building or district level		
4. Collaborates with teachers in the instructional process by:		
a. Identifying and gathering resources for teachers to use in teaching		
b. Cooperating with teachers to identify objectives for instruction		
c. Cooperating with teachers in developing teaching/learning activities		
d. Participating in the delivery of classroom instruction		
e. Participating in the process of evaluating students		
5. Helps students locate information and resources relevant to their educational needs and personal interests		
6. Provides reading/listening/viewing guidance to students		
7. Provides information and materials from other libraries (interlibrary loan) to teachers		
8. Provides information and materials from other libraries (interlibrary loan) to students		
9. Provides supplementary library services to members of the community at large		
10. Coordinates in-school production of instructional materials		
11. Provides technical assistance in producing materials to teachers		
12. Provides technical assistance in producing materials to students		
13. Coordinates operation of cable, ITFS, fiber optic, satellite, or other television reception in the school		
14. Facilitates integration of television programming into teaching and learning		
15. Coordinates instructional computing for the school		
16. Facilitates integration of computer technology into teaching and learning		
17. Helps teachers learn to use computers and other electronic technology		
18. Provides hands-on technical support for computer technology in the school		
19. Participates in the textbook selection process		

	Extent Provided	Provided by Whom
20. Scans professional journals to identify items of interest and routes them to teachers and administrators		
21. Supports the reading program through such activities as story telling, book talking, reading aloud, motivational campaigns, and outreach to parents		
22. Provides leadership in implementing new educational developments (for example, whole language, cooperative learning, interdisciplinary teaching, technology)		
23. Participates in planning staff development for teachers		
24. Coordinates communication between classroom teachers and public library staff		

Important Note: The questions are initialized with a zero and, if not changed, will be viewed by DPI as having not been answered.

Answer Codes:
0 = Question not answered
1 = Yes
2 = No
(1 to 3 for question 5)

1. Do students in this school have access to instructional software:
   a. in the LMC? ..... [___]
   b. through a network connected to classrooms? ..... [___]
   c. in an open computer laboratory?, ... [___]
   d. via modem from their homes? ..... [___]

2. Do students in this school have access to:
   a. Videodiscs? ..... [___]
   b. CD-ROM? ..... [___]
   c. Hypercard software? ..... [___]
   d. Linkway software? ..... [___]
   e. Textbook software? ..... [___]
   f. Multimedia Station? ..... [___]
   g. Photo CD? ..... [___]
   h. Still video equipment (using videodisc in place of film)? ..... [___]
   i. Computer graphics/motion programs such as QuickTime or Microsoft Video? ..... [___]

3. Do students in this school have access to:
   a. Online databases? ..... [___]
   b. Electronic mail? ..... [___]
   c. Electronic bulletin board? ..... [___]

4. Do teachers in this school have access to:
   a. Online databases? ..... [___]
   b. Electronic mail? ..... [___]
   c. Electronic bulletin board? ..... [___]

5. In this LMC, materials are shelved (select 1, 2, or 3): ..... [___]
   1 = In a segregated fashion (for example, all videocassettes together).
   2 = All books are located in one area; all audiovisual materials are intershelved among themselves, but are located in an area separate from the books.
   3 = Integrated (that is, all books and almost all other types of materials are intershelved).

6. Can teachers/students in this school receive TV programs by way of:
   a. Broadcast television? ..... [____]
   b. ITFS (instructional TV fixed service)? ..... [____]
   c. Cable television? ..... [____]
   d. Fiber optic cabling? ..... [____]
   e. Satellite dish? ..... [____]

7. Does this school have a central distribution system to distribute video programs via cable to classrooms from one location in the building? ..... [____]

8. Can programs be sent via cable from the school to the local cable TV system for distribution to the community? ..... [____]

9. Is there a telephone in the LMC? ..... [____]

10. Does this LMC have a phone line with long distance call capability? ..... [____]

11. Does this LMC have a phone line that can be used for online data communication without interruption? ..... [____]

12. Does this LMC have a fax machine or a fax modem? ..... [____]

13. Does this LMC have a modem? ..... [____]

14. Do this building's library media program staff members use any of these regularly?
    (Answer 1 or 2 for each part)
    a. WiseNet ..... [____]
    b. Learning Link ..... [____]
    c. Applelink ..... [____]
    d. Internet ..... [____]
    e. Other ..... [____]
    If yes, specify:

Operations of the LMC — Section C

Important Note: The questions are initialized with a zero and, if not changed, will be viewed by DPI as not answered.

Answer Codes:
0 = Question not answered
1 = Yes
2 = No
(1 to 5 for multiple choice questions)

1. Number of hours (60 minutes, not class periods) this LMC is open to students per week ..... [____]

2. How is this LMC scheduled for use? (Use zero if no LMC) ..... [____]
   1 = Fixed: all classes regularly scheduled.
   2 = Flexible: classes, small groups, and individuals are scheduled for varying time periods.
   3 = Semi-flexible: some classes are regularly scheduled, others flexible appropriate to need.

3. Frequency of use by class size groups of students (Use zero if no LMC) ..... [____]
   1 = More than once a week
   2 = Once a week
   3 = Once every two weeks
   4 = Monthly
   5 = Less frequently

4. Number of hours per week this LMC is used for regularly scheduled study halls ..... [____]
   (This does not mean that students have the option to come to the LMC, but that they are scheduled into the LMC as their regular study hall location. Answer zero if this is an elementary school or otherwise a school that has no regularly scheduled study halls.)

5. When entire classes use the LMC, teachers accompany the students (Use zero if no LMC) ..... [____]
   1 = Always
   2 = Frequently
   3 = Sometimes
   4 = Never

6. Does the library media specialist(s) providing services in this building have a scheduled preparation period? ..... [___]

7. Does the library media specialist(s) providing services in this building have scheduled periods to plan with teachers? ..... [___]

8. Is this LMC open during the summer? (Use zero if no LMC) ..... [___]

9. Is this LMC open during other vacation periods? (Use zero if no LMC) ..... [___]

10. Is this LMC open any evenings during the school year? (Use zero if no LMC) ..... [___]

11. What is the school's policy regarding use of this LMC by the general public? (Use zero if no LMC) [___]
    1 = Encourages public use
    2 = Permits the use
    3 = Discourages the use
    4 = Prohibits the use

12. How frequently do members of the general public use this LMC? (Use zero if no LMC) ..... [___]
    1 = Fewer than five non-student users per week
    2 = Five to ten non-student users per week
    3 = Ten to 20 non-student users per week
    4 = More than 20 non-student users per week

Library Automation — Section 6 of 7

Important Note: The questions are initialized with a zero and, if not changed, will be viewed by DPI as not answered.

Answer Codes:
0 = Question not answered
1 = Yes
2 = No
(1 to 17 for multiple choice questions)

1. Which online public access catalog software does this school's library media program use? (Answer 1 to 17) ..... [___]
    1 = Our library catalog is not automated
    2 = Our microcomputer-based online catalog software was developed locally
    3 = Calico LION
    4 = Caspr Library Works
    5 = Chancery MacSchool
    6 = Columbia CLS
    7 = Companion Alexandria
    8 = Data Trek Card Datalog
    9 = Dynix Scholar
    10 = Educational Solutions Surpass
    11 = Follett Catalog plus
    12 = Library Corp. Bibliofile Intelligent Cat.
    13 = Media Flex Mandarin
    14 = Nichols Advanced Technologies Molli
    15 = Winnebago Catalog
    16 = Mini or mainframe system (Name?) [_____]
    17 = Other microcomputer OPAC (Name?) [_____]

2. Which circulation system does this school's library media program use? (Answer 1 to 17) ..... [___]
    1 = Our library catalog is not automated
    2 = Our microcomputer-based online catalog software was developed locally
    3 = Calico LION
    4 = Caspr Library Works
    5 = Chancery MacSchool
    6 = Columbia CLS
    7 = Companion Alexandria
    8 = Data Trek Card Datalog
    9 = Dynix Scholar
    10 = Educational Solutions Surpass
    11 = Follett Catalog plus
    12 = Library Corp. Bibliofile Intelligent Cat.
    13 = Media Flex Mandarin
    14 = Nichols Advanced Technologies Molli
    15 = Winnebago Catalog
    16 = Mini or mainframe system (Name?) [_____]
    17 = Other microcomputer OPAC (Name?) [_____]

3. Indicate which of the following operations are handled by computer in this school's library media program. (Answer 1 or 2 for each part)
    a. Serials control ..... [___]
    b. Acquisition ..... [___]
    c. Interlibrary loan ..... [___]
    d. Inventory control ..... [___]
    e. Overdue notices ..... [___]
    f. Bibliographies ..... [___]

4. Does this school's library media program have an online public access catalog that is accessible (answer 1 or 2 for each part):
   a. in the LMC? ..... [___]
   b. through a network connected to classrooms? ..... [___]
   c. in a computer laboratory networked to the LMC? ..... [___]
   d. from one or more other schools in the district? ..... [___]
   e. via modem from students' homes? ..... [___]

5. What holdings does this school's online public access catalog contain? (Select 1 to 4) ..... [___]
   1 = Not applicable. This school does not have an online catalog.
   2 = Only the holdings of this school's LMC.
   3 = The holdings of this school's LMC and some others in the district.
   4 = The holdings of all schools in this district.

6. Does this school have WISCAT on CD-ROM on site? (Answer 1 or 2) ..... [___]

Facility — Section 7 of 7

1. Has this LMC been expanded or substantially improved since the spring of 1988? (Answer 1 or 2; use zero if no LMC) ..... [___]

2. This LMC (or, the area generally considered part of the library media program) contains rooms or areas for the following (answer 1 or 2; use zero if no LMC):
   a. Periodical storage ..... [___]
   b. Office ..... [___]
   c. Small group work (conference rooms) ..... [___]
   d. Professional library ..... [___]
   e. Media production for teachers ..... [___]
   f. Media production for students ..... [___]
   g. Processing of new media ..... [___]
   h. Equipment storage ..... [___]
   i. Equipment maintenance ..... [___]
   j. Microcomputer use ..... [___]
   k. Distance learning ..... [___]
   l. Quiet reading or study ..... [___]
   m. Large group presentations ..... [___]

3. Please estimate the total area assigned to the library media program in square feet. (Be sure to include all relevant areas from question 2 above; use zero if no LMC.) ..... [_____] sq. ft.

4. The total seating capacity (chairs, not floor space) of this LMC. (Use zero if no LMC).... [_____] persons

5. Is there a room equipped for distance learning in this building somewhere other than the LMC? (1 = Yes; 2 = No) ..... [___]

6. Access to electrical power in this LMC. (Select 1 to 3; use zero if no LMC) ..... [___]
   1 = More than adequate
   2 = Adequate
   3 = Less than adequate

7. Does this school have a television production studio with appropriate equipment and lighting? (1 = Yes; 2 = No) ..... [___]

8. If a full class is working in the LMC, could other activities be accommodated concurrently (for example, browsing, small groups, production, circulation)? (1 = Yes; 2 = No; use zero if no LMC) ..... [___]

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